

NOTICE

Bharat Heavy Electricals Limited (BHEL) invites quotation from eligible company/firm/sole proprietary/ Individual/partnership concern for "Vehicle hiring services".

Key details:

Name of Work	Hiring of Vehicles for Usage at BHEL Wanakbori Site, Gujarat
EMD :	Demand draft of Rs 40,000/- drawn in favour of Bharat Heavy Electricals Limited Payable at Nagpur.
Last date & time of submission of Quotation :	18-JUNE-2016 TILL 01:00PM
Bid Opening	18-JUNE-2016 AT 04:00PM

Late quotation (received after date and time of submission of bid) shall not be accepted under any circumstances

BHEL reserves the right to accept or reject any or all proposals without assigning any reasons. No bidder shall have any cause of action or claim against the BHEL for rejection of his proposal.



For Bharat Heavy Electricals Ltd

REF: BHEL/ADMN/Vehicle hire/2016

Date

Price Bid

For providing Vehicles on hire basis at BHEL Wanakbori Unit#08 Site Office.

S.no	Particulars	Rate Quoted
A	Fixed Monthly Rental for one month. (To be made available on all Sundays and holidays)	
B	Overtime charges for duty beyond 12 Hrs.	
C	Night Charges (For stay beyond Midnight after 12 AM to 4 AM)	

Note: Quoted Rates should be exclusive of Service Tax & Swach Bharat Cess.

Declaration:- I/We agree for the terms & conditions prescribed by BHEL in this regard. I / We have signed and handed over a copy of the Terms & Conditions in token of having agreed to the same.

Name & Signature.

Date:

TENDER DOCUMENT

1.0 Scope of work

- 1.1 The scope of work is for hiring of the vehicles for use of staff of BHEL at Wanakbori Site with terms and conditions as detailed below and be made available for 12 hours on all days including Sundays and holidays. As of now six vehicles are to be provided and number of vehicles may be increased or decreased as per site requirements.

2.0 Category of Cars

- 2.1 Mid-range vehicles generally in practice for taxi services with essential safety features, vehicles such as:-
- 2.2 Mahindra Xylo
- 2.3 Toyota Innova
- 2.4 Chevrolet Tavera

3.0 Terms and conditions

- 3.1 All the Vehicles deployed by the bidder should not be older than 2014 make model & should be in good working condition. Bharat Heavy Electricals Limited reserves the right to decline any vehicle deployed by the bidder on condition of vehicle & features.
- 3.2 If the vehicles are not owned by the bidder, a consent letter from the registered owner in original shall be attached with the bid.
- 3.3 The operator should have a valid PAN.
- 3.4 All the vehicles to be hired shall be of taxi permit.
- 3.5 Copies of all documents viz; RC Book, Insurance, Pollution free certificate, Drivers licence, pan card, RTGS Details etc are to be submitted on finalization of the contract, failing which the contract will not be awarded and the EMD will be forfeited. All the copies should be renewed throughout the contract period.
- 3.6 The operator should comply with the Rules and Regulations stipulated by the RTO authorities as applicable from time to time during entire contract period.
- 3.7 The Contract shall be valid for a period of 1 year.
- 3.8 The company reserves the right to reduce/increase the number of vehicles on requirement basis with same terms and conditions.
- 3.9 The vehicles should be made available for a minimum of 12 hours and upto 24 hrs on all days including Sundays and Holidays and Driver also should be available upto 24 hrs.
- 3.10 Spare vehicle of the same class should be provided whenever the vehicle is under maintenance, breakdown, accident or repair.
- 3.11 Monthly rent charges will be exclusive of cost of fuel, Cost of fuel shall be reimbursed

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By. Mr. (Unit)

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by BHEL assuming a vehicle average of 12 KM per Litre. The successful bidder has to provide letter from petrol pump for taking the diesel rate on fortnightly basis and also produce bills for claiming diesel consumption charges.

- 3.12** The bids shall be opened on the date prescribed in the quotation notice. Bidders who wish to be present at the time of tender opening may do so.
- 3.13** The selection of successful qualified bidders will be decided by the evaluation committee based on the lowest rates quoted.
- 3.14** In case Monthly Hiring Charges **(A)** in the price bid are quoted same by two bidders than rates quoted for items **(B) & (C)** shall form the basis for selection of lowest bidder and if all the rates quoted are same (including A, B & C) prior experience for same based on nature of work will be the basis of selection of Agency.
- 3.15** BHEL reserves the right to cancel the tendering process without informing any reason. The decision of site incharge shall be final and binding on all.
- 3.16** Monthly rent charges will be inclusive of drivers' monthly salary and all other incidental expenditure. Toll/Parking charges will be reimbursed by BHEL on submission of original vouchers duly certified by the staff of BHEL who is using the vehicle.
- 3.17** The bidder shall arrange for the maintenance of suitable log book supplied by BHEL with the driver and should get signed by the staff who would have used the vehicle. Monthly bills submitted should be accompanied by such log sheets.
- 3.18** The monthly bills may be submitted immediately on completion of the month and payment will be effected by the Company within 15 days of submission of the invoice complete in all respects, after deducting applicable taxes & Penalties (if any) & statutory dues. All payments will be made in electronic form to the designated bank account of the bidder only.
- 3.19** The car should be made available from 01-July-2016, failing which the offer will be treated as cancelled and the EMD will be forfeited.
- 3.20** The car should be neatly maintained and the driver should be of good character and conduct and should possess valid driving licence.
- 3.21** All taxes (Except Service Tax & Swach Bharat Cess), insurance, permit, pollution certificate charges etc. are to be borne by the operator.
- 3.22** Any cost, damage, compensation to third parties resulting from plying of the car on the Road is to be met by the bidder.
- 3.23** The wages paid to the driver should not be less than those provided under the minimum wages act from time to time.
- 3.24** Unless otherwise intimated the agreement will be for a period of **one year**.
- 3.25** The Company reserves the right to terminate the contract by giving **30 days'** notice, at any time during the contract period without informing reasons and no compensation will be paid for such termination.
- 3.26** The agreement will be terminated without any notice if the bidder violates any of the terms and conditions of the agreement accepted by the vendor at any stage of the contract.

Ravi Bhardwaj

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- 3.27** The tender can be modified/ postponed /cancelled at the discretion of BHEL, without assigning any reason.
- 3.28** The bidder shall not replace the driver without prior approval from the company but in case of any act of misconduct from the side of the driver, the bidder shall make necessary arrangements for replacing the driver immediately
- 3.29** Bid shall be accompanied with an EMD of Rs 40,000 in the form of a demand draft favoring "Bharat Heavy Electricals Ltd" and payable at Nagpur. The EMD will be refunded without any interest to the unsuccessful bidders after finalization of the tender. In case any bidder revokes or withdraws its offer within the validity of the offer, BHEL will be at liberty to forfeit the Earnest Money Deposit. Bids without EMD will be summarily rejected.
- 3.30** All pages of this tender document shall be signed by the bidder and be attached with the Price bids.

4.0 PENALTY CLAUSE

- 4.1** For non-providing of vehicle in time: Rs.100/- per hour of delay;
- 4.2** For not providing substitute vehicles: Rs.500/- per default or actual hire charges from other sources, whichever is higher.
- 4.3** On misbehavior by the Driver: Rs.500/- per default;

5.0 Submission of Quotation

- 5.1** The bidders who agree to abide by the terms and conditions given in the Tender Document may submit the **bid along with EMD of Rs 40,000** in a sealed cover super scribing "**Bid for Vehicle Hiring Services at Wanakbori Site**" to:

The General Manager
Bharat Heavy Electricals Limited-PSWR
1 *800 MW Wanakbori Site Offices
Taluka -Galteswar, Dist Kheda-388239, Gujarat

6.0 Documents to be submitted with Price Bid

- 6.1** Price Bid.
- 6.2** EMD Demand draft of Rs 40,000/- drawn in favour of Bharat Heavy Electricals Limited Payable at Nagpur.
- 6.3** Signed copy of tender documents for acceptance.

Ram Chandra Singh

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